

**MINUTES
MONROE CITY PLANNING COMMISSION
AUGUST 27, 2014**

1. Chairman Leon Stewart conducting

The regular meeting of the Monroe City Planning Commission was called to order at 7:40 by Chairman Leon Stewart. Prayer was offered by Commissioner Kamelle Gleave.

Present: Chairman Leon Stewart

Commissioners Bart Lee, Kamelle Gleave, Fran Washburn

City Recorder Emalee Curtis

Absent: Commissioners Justin Peterson, Pat Lee

2. Kamelle Gleave - proposed changes to existing conditional use permit

Kamelle presented the following to the commission for review:

* Cover letter from Monroe Mountain Resort stating:

“On November 20, 2013 I presented the Monroe City Planning Commission my desire to amend my conditional use business license (which was approved on July 27, 2004) to include long term rental cottages. My plan is to build one or two at a time and pay for them before building the next. **I would like to build 4-5 (but not limited to that number in the event it works well) single level, 1-2 bedroom, handicap accessible cottages.**

Upon the request of the Planning Commission I have compiled the following information to satisfy any concerns:

1. Letter from Central Utah Board of Health (eliminate 3 rv/per cottage
2. Letter from Monroe City Fire Chief
3. Letter from Monroe City indicating that the parcel must not be split and sold
4. Map of site plan showing existing approval and proposed cottages
5. Copy of original approval dated 7/27/2004

I have spoken to Daniel Peterson re: power hook ups but he is on vacation and I do not have a letter from him. He indicated it is possible to provide power to the cottages as proposed but recommended at the time of construction to have an electrical engineer design it.

Monroe Mountain Resort has progressed according to plan and I believe that long term rentals would be complimentary to the overall residential feel of the neighborhood.

Signed: Kamelle Gleave”

Members of the commission discussed the proposal to amend the original Monroe Mountain Resort conditional use permit, to include rental cottages.

Commissioners agree that this type of housing would fill a need in our community. Some of the

things the commission would like to see in more detail before recommending approval are:

1. Revised site plan
2. Dimensions of cottages.
2. Width of proposed private drive and access for ingress and egress.
3. A utility plan /water and power hook ups and utility easements.
4. Set backs of buildings
5. Plan for garbage removal

She already has permission for cabins, just asking for moving their location on the concept plan and building cottages. The health dep asked that she trade three RV spaces for each cottage.

Cabins are permitted on the original layout plan.

Commissioners would like to see the amended plan with dimensions of the drive and structures and a utility plan prior to recommending council approval of amending her conditional use permit.

3. Discussion - Monroe City Zoning Ordinance - fence regulations - accessory dwellings - recreation vehicles - code enforcement - Utah League of Cities and Towns land use training

Commissioners were asked to be prepared with questions when a land use training is

scheduled., especially on enforcement of city code. Other issues to be discussed are fence

regulations, accessory dwellings, recreation vehicles, parking on the city right-of-way.

4. ADJOURNMENT

Commissioner Kamelle Gleave moved to adjourn at 8:40 p.m. Motion seconded by Commissioner Bart Lee. All were in favor. Meeting adjourned.

Approved this 17th day of September, 2014

Emalee H. Curtis